

DEPARTMENT OF THE ARMY
HEADQUARTERS, UNITED STATES ARMY ALASKA
Fort Richardson, Alaska 99505-5000

United States Army Alaska Pamphlet 25-6

27 February 2006

Information Management

Report of Official Toll Call Forms Used within U S Army Alaska

Summary. This pamphlet contains information concerning forms utilized by United States Army Alaska (USARAK) in complying with AR 25-1 and DA PAM 25-1-1.

Applicability. This pamphlet applies to USARAK units and activities and all other activities, organizations, and agencies located at or in the geographical areas of Forts Richardson, Wainwright, and Greely.

Interim changes. Interim changes to this pamphlet are not official unless the Director of Information Management (DOIM) authenticates them. Users will destroy interim changes on their expiration dates unless sooner superseded or rescinded.

Suggested improvements. This pamphlet's proponent agency is the DOIM Telephone Operations Branch. The Telephone Operations Branch invites users to send comments and suggested improvements on a Department of the Army Form (DA) 2028 (Recommended Changes to Publications and Blank Forms) directly to the Telephone Operations Branch at NETC-SPA-O (Telephone Operations).

1. Purpose

The purpose of this pamphlet is to provide forms and instructions for forms used by USARAK to comply with the requirements of AR 25-1 and DA PAM 25-1-1.

2. References

Required and related publications, prescribed and referenced forms, and related web sites are listed in appendix A.

3. Explanation of abbreviations

The abbreviations used in this pamphlet are listed in the glossary.

4. Responsibilities – 59th Signal Battalion, Telephone Operations Branch is responsible for maintaining this pamphlet and the forms referenced.

USARAK Pamphlet 25-6

FOR THE COMMANDER:

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Copy posted at <http://www.usarak.army.mil/pubs/>

Appendix A References

Section I Required Publications

AR 25-1, Army Knowledge Management and Information Technology
DA Pam 25-1-1, Information Technology Support and Services

Section II Related Publications

The Army in Alaska Telephone Directory

Section III Prescribed Forms

USARAK Form 145

(1) Form is used to report all authorized official toll calls. Copies of this form are required to be on hand when validating the official monthly telephone bill.

(2) Completion of form – self explanatory

(3) Upon completion of this form submit to:

Fort Richardson – NETC-SPA-HC, ATTN: Dial Central Office, FAX 384-0004

Fort Wainwright – NETC-SPA-FW-TM, FAX 353-4444

Fort Greely – DOIM, FAX 873-4603

(4) Form is available through <https://richardson.ak.pac.army.mil/59intranet/TCO.htm>

Section IV Referenced Forms

DA Form 2028, Recommended Changes to Publications and Blank Forms, is cited in the suggested improvements paragraph

Section V Related Web Sites

<https://richardson.ak.pac.army.mil/59intranet/TCO.htm>

Glossary
Abbreviations

AR	Army Regulation
DA	Department of the Army
DD	Defense Department
DOIM	Directorate/Director of Information Management
USAPA	United States Army Publishing Agency
USARAK.....	United States Army Alaska